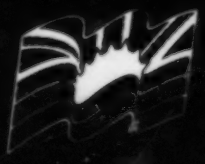

Province of British Columbia

Ministry of Government Management Services

ANNUAL REPORT

1988/89

Province of British Columbia

Ministry of Government Management Services

ANNUAL REPORT

for the fiscal year ended March 31, 1989

CAROL GRAN
Minister of
Government Management Services
and Minister Responsible
for Women's Programs

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March 30, 1990

His Honour David C. Lam
Lieutenant-Governor of British Columbia

MAY IT PLEASE YOUR HONOUR:

Herewith I respectfully submit the Annual Report of the Ministry of Government Management Services for the fiscal year ended March 31, 1989.

Yours truly,

Carol Gran
Minister of Government
Management Services and
Minister Responsible for
Women's Programs

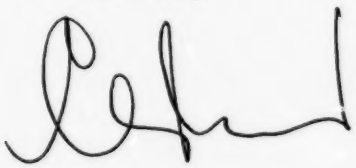
March 27, 1990

The Honourable Carol Gran
Minister of Government Management Services
and Minister Responsible for Women's Programs
Parliament Buildings
Victoria, British Columbia

Minister:

I have the honour to submit the Annual Report of the Ministry of Government Management Services for the fiscal year ended March 31, 1989.

Yours truly,



Allan Brent
Deputy Minister
Ministry of Government
Management Services and
Minister Responsible for
Women's Programs

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Minister's Message

The Ministry of Government Management Services is taking advantage of new technology, becoming more efficient, and providing the highest possible level of cost effective service to our customers inside and outside the B.C. Government.

We also want to promote conservation of the environment. Our client ministries are being encouraged to use recycled paper, to use photocopiers which copy on both sides of each sheet of paper, to eliminate legal size paper, and to recycle all paper after its use.

The employees of the Ministry of Government Management Services are working with our customers to improve the service we all provide to the people of British Columbia and beyond.

Carol Gran
Minister of
Government Management Services
and Minister Responsible
for Women's Programs

Deputy Minister's Message

The Ministry of Government Management Services was created in July 1988 to focus proactive effort on the delivery of quality goods and services to our customers be they government, business, or the people of the province.

In this expanding global village, where one of the few constants is change, we accept the necessity for getting closer to our customers, empowering our people, eliminating bureaucratic blockages and welcoming experimentation and innovation.

We accept the requirement to learn, listen, consult and adapt to the needs of those we serve.

We accept the need "to care" and to develop a culture that values integrity, trust and respect.

Our great experiment is to achieve quality, add value and deliver service and product excellence by liberating the greatest source available to all of us, namely, the positive energy generated by human beings engaged individually or in joint ventures of success.

I welcome this opportunity for philosophical licence as I sincerely believe that it can be the glue that binds as we provide the goods and services of the Queen's Printer, Postal Services, Vehicle Management, Air Services, the Purchasing Commission, the Office of Information Technology, Government Personnel Services, the Superannuation Commission, Privatization, the Centre for Executive and Management Development and our internal Ministry Support Services to each of our clients in 1990 and the years to come.

Allan Brent
Deputy Minister of Government
Management Services

Purchasing Commission

The Purchasing Commission is the central procurement agency for the Government of British Columbia. It purchases goods and services for government ministries and for two Crown corporations (B.C. Ferry Corporation and B.C. Buildings Corporation), and provides management and disposal services for Crown assets. The Purchasing Commission is also responsible for implementing the Public Sector Purchasing Policy which harnesses the purchasing power of the public service for the fiscal and economic benefit of the province. In 1988/89, initiatives undertaken by all branches of the commission increasingly included a strong customer service component.

Purchasing and Supplier Development Services

The Purchasing and Supplier Development Services Branch was formed in 1989 to integrate supplier development programs with day-to-day purchasing operations, and to more effectively use purchasing to enhance economic development in British Columbia. Branch staff work closely with British Columbia suppliers and with businesses and entrepreneurs who want to supply goods and services to government, in order to match their production capabilities to the needs of the B.C. public sector. Through seminars, newsletters and direct contact with individual businesses and with business organizations, branch staff emphasize the principle that public purchasing decisions are based not only on price and quality but on the overall benefit to British Columbia which can be obtained through open, competitive bidding by suppliers. In 1988/89, the branch negotiated significant cost savings in a number of commodity areas such as fuel ($14 million), asphalt ($50 million), computer products (up to 35% discounts) and food products (up to 25% discounts).

The Market Discovery program is a unique approach to the challenge of increasing the B.C. content of public sector purchases. A professional trade show organized by the Purchasing Commission and held at the Vancouver Trade and Convention Centre, Market Discovery '88, featured displays of imported goods by public agencies. Market Discovery drew more than 6,000 visitors to view exhibits of 125 B.C. manufacturers and of provincial, federal and municipal agencies. So successful was Market Discovery's "import replacement" theme that it has since been repeated in B.C. and copied in other jurisdictions.

Supply Management Services

Life-cycle management of public assets, from storage to repair or disposal, is the service provided by Supply Management Services Branch to government ministries and offered to a wide range of public sector agencies. The branch provides service to these customers through Central Supply and Central Services sections.

Warehousing, control and distribution of more than 4,500 commodities, from paper towels to pharmaceuticals and surgical supplies, is the responsibility of Central Supply. Its more than 2,000 clients, ranging from ministries to government-funded non-profit societies, have benefitted from savings of 29 per cent compared to to commercial wholesale prices. Cost savings on items such as psychotropic drugs supplied to government health institutions have been as high as 680 per cent.

The Purchasing Commission's warehousing and distribution operations for new commodities were merged with the Ministry of Health distribution centre at the Riverview Hospital site in Port Coquitlam in 1988. This has resulted in enhanced efficiencies, reduced costs and more effective use of staff resources. The merger has also allowed for the closure of warehouses previously operated by the commission in Prince George and Kamloops. The consolidation of warehouse activity from these locations and from Victoria and Richmond to Port Coquitlam has resulted in cost-savings, while retaining the previously high level of service to public sector clients.

The Central Services section has provided cost-savings and increased efficiencies in the management of government assets through three sub-programs: Asset Management Services, Help Desk Services, and Redistribution and Disposal Services.

Asset Management Services has introduced a computerized fixed-asset identification and tracking system, enabling bar-code technology to be linked to asset management software. Inventory reconciliation and warehouse management advice is also provided to clients.

Help Desk Services provides a central "one-stop" service for repair and maintenance of office equipment through the administration of approximately 140 contracts with service repair businesses throughout the province.

Provincial ministries, agencies and Crown corporations as well as the University of British Columbia, the Department of National Defence, and Supply and Services Canada use the Help Desk on a fee-for-service basis.

Fixed assets which are declared surplus to current requirements are turned over to Redistribution and Disposal Services. If the assets (such as furniture or office equipment) cannot be matched to another ministry's or public agency's needs, they are sold by tender, auction or cash-and-carry sale to obtain the best return for the province. In 1988/89, redistribution of surplus assets avoided new asset purchases valued at $1,015,301, while disposal generated revenues totalling $3,391,044.

A pilot project to consolidate all resource ministry seasonally-used equipment on southern Vancouver Island was undertaken by Central Services. The project's goals are to encourage cross-ministry use and to reduce the overall number of assets to the extent possible. If successful, the project will be implemented on a regional basis throughout the province.

Policy and Program Development

The Policy and Program Development Branch develops and implements policies which encourage economic growth and stability consistent with overall government objectives. The branch aims to develop policies which are useful tools for other branches within the commission and other government ministries. The branch consults with the private sector, other ministries and levels of government to develop and coordinate programs such as First Buy, Technology Commercialization and Unsolicited Proposals programs which promote cost-effective purchasing and encourage B.C. businesses to become competitive suppliers. The commission's Environmental Purchasing Policy promotes environmentally friendly products and processes (such as recycled fibre products and re-refined oil) which also add value to the provincial economy. A pilot project to recycle paper from government offices will be implemented in 1989/90.

The branch coordinates and provides leadership for B.C.'s participation in federal and interprovincial endeavours. Branch staff participated in the successful negotiations resulting in the Western Provinces Procurement Agreement implemented April 1, 1989. The agreement reduces trade barriers related to government purchasing among B.C., Alberta, Saskatchewan and Manitoba. Supporting this agreement, the new Western Purchasing Information Network will soon allow suppliers electronic access to live tender information from each of the four Western provinces.

The branch took a leadership role in negotiating the Western Procurement Initiative, an agreement which increased federal government spending in Western Canada. Initiatives were also undertaken to increase Canadian content in the medical devices and value-added wood products industries.

Communications

An active program to communicate the goals and achievements of all branches of the Purchasing Commission to the B.C. business community and to the public, was maintained by the communications section. Four issues of the newsletter "Public Purchasing News" highlighted activities and events undertaken under the Public Sector Purchasing Policy. Promotion of the Market Discovery trade show and production of a comprehensive information kit were undertaken. Media coverage of the Western Procurement Conference was encouraged and awareness of commission activities was maintained.

Government Services and Office of Information Technology

Air Services

Air Services Branch supplies aircraft and crews for the Emergency Health Services Commission of the Ministry of Health, to transport critically ill or injured patients to and from health care facilities. Our Air Ambulance service allows patients who could not survive a lengthy journey by land to be transferred to the best available health care facilities without delay. During the year, it helped save the lives of premature babies and people involved in traffic accidents. The branch also provides transportation for members of the executive council and senior government officials.

The Air Services Branch provides safe, reliable service in B.C.'s varied terrain and flying conditions. In 1988/89, the branch flew 3959.1 hours and 1,039,006 statute miles. Air Ambulance flights represented 38.6% of the total air hours flown.

The reduction in flying hours from the previous year was due to a decrease in the number of aircraft from seven to six as well as some aircraft down-time for ambulance modifications.

A $200,000 flight simulator, surplus to Air Services needs, was donated to the aviation training program at Fraser Valley College for training new pilots and improving the qualifications of pilots already in the work force.

People Flown by Air Services, 1984 to 1989

	1984/85	1985/86	1986/87	1987/88	1988/89
Passengers	6424	7401	6653	6074	6128
Patients	1561	1712	1872	2089	1074

Postal Services

The Postal Services Branch provides British Columbia ministries and public agencies with mail processing and special mail services.

The Postal Services Branch processed 42.7 million pieces of mail in 1988/89 with over 200,000 scheduled pickups and deliveries. The branch uses contractors, couriers and Canada Post to provide substantial savings through volume discounts. A computerized shipping system, installed in July 1988, weighs parcels and prints waybills automatically, reducing paperwork and streamlining the administration.

Special mail services including mechanized mail and the mailing list management system perform tasks at speeds and costs impossible to achieve manually. Mechanized mail can label 12,000 envelopes and stuff 18,000 mail items an hour. The mailing list management system maintains 2,500 mailing lists with approximately 300,000 addresses.

The branch operates central processing plants in Victoria and Burnaby and satellite offices in Robson Square in Vancouver, the Parliament Buildings, Kamloops, Kelowna, Prince George, Nanaimo, Nelson and Smithers.

Total Annual Mail Volume

	1984/85	1985/86	1986/87	1987/88	1988/89
Pieces of Mail (millions)	53.7	61.4	54.5	42.3	42.7

Queen's Printer

The Queen's Printer provides printing, stationery and reprographic services for the Legislative Assembly, B.C. Government ministries and government-funded agencies. Emphasis is placed on providing quality service, customer satisfaction and achieving savings for government through competitive purchasing of stationery and printing.

The Supply Centre warehouse in Victoria stocks and distributes stationery and office supplies to government ministries and government-funded agencies. The QP is helping to preserve the environment by offering a growing list of recycled paper products. Sales from the Supply Centre in 1988/89 totalled $5.47 million for 41,783 orders processed. The Queen's Printer also purchases office product items, such as computer stock tab, photocopier paper and speciality items not stocked in the Supply Centre, on behalf of its ministry customers.

The Queen's Printer in-house printing plant serves the needs of the Legislative Assembly as well as meeting the urgent and confidential printing needs of government. An increased amount of government printing was produced by the private sector through competitive purchasing by the Queen's Printer. B.C. Government printing done by the private sector has increased from 63% to 70%. Regional "quick printing" contracts were established in Prince George and Kamloops to provide cost-effective alternatives to use of government office photocopiers.

Centralized procurement of photocopier equipment continued to achieve cost savings. Savings on photocopy machines installed or replaced in 1988/89 were $624,000.

Queen's Printer Volume Indicators 1988/89

	Orders	Sales
		$ millions
In-house Printing	14,425	5.6
Contracted Printing	12,585	13.7
Stocked Stationery	41,783	5.5
Special Order Stationery	14,054	4.9
Publishing (formerly Publications)	36,406	0.5
Photocopier Management	870	5.5
TOTALS	120,123	35.7

Vehicle Management

Vehicle Management Branch contracts with over 900 private service stations throughout the province to provide repair and preventive maintenance for motor vehicles for all B.C. Government ministries except Transportation and Highways. The 1988/89 vehicle maintenance budget administered by the branch was $10,800,000.

The branch develops and administers policy regarding use of government vehicles and advises Treasury Board on the annual vehicle fleet plan. The branch managed the purchase of 550 vehicles for all ministries and negotiated contracts for daily vehicle rental and monthly vehicle leases. The branch registers and insures all vehicles and controls credit cards for purchase of fuel.

The B.C. Government's light vehicle fleet has been reduced from 8729 vehicle years (including owned, leased and long-term rentals) in 1982/83 to 5912 vehicle years in 1988/89.

Vehicle Fleet Plan

(Vehicle years for owned, leased and rentals 30 + days)

1984/85	1985/86	1986/87	1987/88	1988/89
6604	6128	5727	6114	5912

NOTE: Includes all Ministries.

Office of Information Technology

The Office of Information Technology (OIT) will be established in April, 1989 as a new agency to provide leadership, guidance and focus to the management of information technology and telecommunications in the B.C. Government.

OIT's purpose is: to develop plans and policies which will advocate the use of innovative information technology to improve services to the public, increase productivity and control expenses; to manage information technology to increase the cost-effectiveness of government information systems and security; and to encourage education, communications and training initiatives which enhance awareness of the benefits of information technology and expand knowledge of the subject among users.

OIT will initiate cross-government standards to help ensure that information is carefully managed and accessible. OIT will undertake ongoing explorations of new technologies. Where the potential payback to government is high, pilot projects on emerging technologies will be sponsored.

Policy development and guidance will be offered in areas such as: network compatibility; information security and privacy; and evaluating the costs and benefits of technology initiatives.

OIT will consult with ministries to define human resource development issues and needs and then develop training programs. OIT will coordinate information technology education for management, systems professionals and end-users.

Privatization, Communications and Ministry Support Services

Privatization

The Privatization Group is responsible for coordinating government-wide privatization plans. Specific responsibilities include developing policies, tracking ministry projects, and evaluating ministry plans and initiatives. The group also provides advice and assistance to ministries on privatization policies, processes, employee relations, labour relations, and business valuations.

The Privatization Group supports the Cabinet-Caucus Committee on Privatization by managing administrative processes and reporting on specific projects. During the year, each ministry and Crown corporation presented their review of privatization/restructuring to CCOP for consideration.

During 1988/89 the Privatization Group was directly involved in the completion of 46 privatization projects. The privatizations included 28 road and bridge maintenance contracts, seven forest nurseries, a highway sign shop, the Mainland Gas Division of B.C. Hydro, the Provincial Educational Media Centre, and the B.C. Second Mortgage Program. Many of the companies were formed by employee groups.

Total dollar sales associated with the completed projects was more than $800 million and cost savings are projected to be over $30 million during the next five years.

Centre for Executive and Management Development

The Centre was established in the spring of 1988 to meet the corporate demand for a continuing supply of qualified and experienced managers by providing training and developmental programs for the management cadre of the public service.

The Centre will assist managers in achieving excellence in the delivery of programs and services to the people of British Columbia. The Centre is committed to making training a priority in improving productivity and to reducing barriers to career development for managers. Programs are specifically designed to build on each participant's existing knowledge, skills and experience for practical application in the B.C. Public Service.

The first year was a planning year. The Centre will begin limited programming in the spring and summer of 1989. A full range of programs for all levels of management exclusions will be available in Victoria and regional centres during the fall and winter.

Administrative Services

Administrative Services Branch develops and maintains programs supporting ministry operations and special projects.

Branch staff were involved in eight planning, renovation and relocation projects during the year to ensure adequate accommodation for ministry programs. Staff participated in the development of an on-line government telephone directory system which resulted in greater accuracy and speed in the processing of information.

Communications

The Communications Branch was created in October, 1988, with the appointment of a Director of Communications. Functioning as a central support service, the branch works on a client/agency basis, providing counsel for the five operating divisions of the ministry. It also liaises with the Crown corporations reporting to the Minister.

The branch provides information to a variety of audiences inside and outside of government. Using news releases, letters to the editor, and advertising, the branch produces clear, consistent and timely information which contributes to public awareness of government activities.

Computer Systems

The Computer Systems Branch supports the development and maintenance of information and communications systems in the ministry and the Parliament Buildings and assists ministry organizations reach their goals in providing service excellence.

Development and implementation of a new Fleet Management system on networked minicomputers for the Vehicle Management Branch realized significant operational savings and enhanced functionality. The system at the Personnel Management Branch was enhanced to provide FTE tracking. A Leave Management system which is among the best in government was developed.

For Financial Services Branch, a new Financial Information system with many improvements to allow distributed access was implemented. A new minicomputer was installed at Postal Services Branch and work commenced on an improved billing and accounting system.

At the Purchasing Commission and Queen's Printer, projects were initiated to provide Electronic Data Interchange services enabling the electronic posting of requisitions and invoices, and to provide automated voice response to telephone queries.

Financial Services

Financial Services Branch provides the ministry's branches and the Office of the Premier with a complete range of financial services. The Ministry Comptroller is responsible for providing services in an efficient and cost-effective manner while at the same time ensuring adequate internal control and compliance with relevant legislation and directives from central agencies.

Staff prepares the ministry's annual estimates, and provides on-line and monthly financial reporting required by government financial policy, including special reports to management and the Ministry of Finance and Corporate Relations. The branch also provides financial advice and interprets policy to management and staff. Forecasts of revenue and expenditures are prepared monthly. During fiscal 1988/89 the branch maintained payroll for 750 employees, processed approximately 45,000 vouchers and tracked 6,000 commitments (purchase orders, contracts, and leases).

Development of a new computerized financial information system was completed during the fiscal year.

Personnel Management

Personnel Management Branch provides a comprehensive range of proactive human resource management services to the ministry.

In 1988/89, the branch offered seven in-house training and development courses involving our ministry employees. Improvements to computerized management reporting systems were implemented to allow increased access by base managers.

New ministry FTE reporting and performance planning and review systems were implemented and personnel advisors contributed to labour negotiations and contingency planning to several agreements.

Superannuation Commission

The Superannuation Commission administered eight public sector pension plans with a total value at the end of the 1988/89 fiscal year of $10.7 billion. The commission also administers the employee benefits plans available to all public service and certain Crown corporation employees.

The Superannuation Commission provides government with advice on issues of public-sector plan design and funding, on private-sector pension benefit standards legislation and on the status of universal plans such as Canada Pension Plan. The commission documents policies and procedures carefully to ensure efficient management of the funds. The commission is composed of three branches, Benefits and Policy, Finance, and Information Management.

Benefits and Policy

The Benefits and Policy Branch provides service to the participants in the public sector pension plans and the employee benefit programs. Superannuation counsellors travelled throughout the province to provide individual and group counselling for people nearing retirement. Additional sessions were conducted for privatized employees. During the fiscal year 1988/89, staff of the branch processed 5,189 retirements under the pension plans, 9,499 lump sum refunds, and 132 transfers under the negotiated reciprocal portability agreements.

Finance

The Finance Branch accounts for the transactions of eight public sector pension funds, two long term disability funds, the provincial government employees' benefits programs and the Superannuation Commission's administrative budget. The branch also budgets for and monitors expenditures and revenues, forecasts, cash flows and reports on the commission's financial position.

During the fiscal 1988/89, 676 employers remitted contributions to the pension funds on behalf of almost 160,000 employees. The branch also maintains records for about 29,500 former public sector employees who have left their funds on deposit to protect a future benefit right. Over 46,700 persons received pension benefits.

The commission's investment accounting records were computerized during the year. Staff designed and implemented a microcomputer-based accounting system to account for investment purchases and sales and to replace the existing manually maintained records with computerized records and reports. This significantly improved the efficiency of the operation.

Staff in the Accounts section prepared over 500 leave of absence calculations for public service employees electing this benefit under the "Privatization Options for Public Employees" program. Staff also worked with employers to ensure that provisions of legislative changes in 1988 were understood by employers and were properly implemented.

Information Management

The Information Management Branch supports the operation of the commission. Its staff provide data processing services through the use of information technologies to maintain accurate, complete and secure records of all administrative and financial accounts involving pensions and employee benefits programs. Contributor, pensioner, employer and pension fund records are maintained in paper, microfilm and electronic forms. The branch enhances the productivity of the commission by keeping abreast of current and emerging technologies and employing them within the commission.

In 1988/89 this branch implemented a new Pension Information and Payment System (PIPS). This fully on-line system replaced a 15 year old payment system and greatly enhanced the service to pensioners while maintaining much more accurate and complete records.

Bar code technology was used to issue and track TD1 and Annual Declaration forms. Substantial time reductions and more accurate inputs were realized. A microcomputer-based system was also developed to track cash in our bank accounts and with our investment agent.

Government Personnel Services Division

Labour Relations

The Labour Relations Branch develops corporate labour relations strategies to ensure that the objectives of government are effectively met. The branch also represents the government in all negotiations, arbitration and collective agreement administrative activity.

During the 1988/89 fiscal year, the branch successfully concluded collective agreements with the B.C. Government Employees' Union (BCGEU), the Professional Employees' Association (PEA) and the Queen's Printer Employees.

The BCGEU agreement covers the majority of government employees. A three year contract expiring July 31, 1991 was negotiated. The main changes to this agreement were: inclusion of a mechanism to deal with the placement of employees affected by privatization initiatives, agreement on the government's use of statutory term employees and the creation of a salary grid structure which reduced several hundred salary levels down to 30.

Negotiations are currently underway with ambulance paramedics employed by the Emergency Health Services Commission and fee-for-service doctors represented by the British Columbia Medical Association. Upcoming negotiations are planned in the health care field with the supplementary health care practitioners and the nurses.

The securing of additional management exclusions remains an ongoing priority of this branch. Since 1985, a significant increase in the number of excluded management positions has been achieved.

Grievances filed at the Industrial Relations Council ready for adjudication numbered approximately 800. Twenty-four proceeded to formal arbitration and approximately 100 were designated for the expedited arbitration process. The balance were withdrawn, concluded through settlement negotiations or remain outstanding.

The branch also provides specialist services for the negotiation and implementation of Hours of Work initiatives.

Policy, Benefits and Program Review

The Policy, Benefits and Program Review Branch develops and communicates government-wide policies and procedures that assist ministries in achieving personnel management goals established by government.

The branch provides technical expertise and advice to ministries; represents government-wide interests to other organizations; develops terms and conditions of employment for non-bargaining unit employees; provides costing and research information to support negotiations, policy and program development; develops government job evaluation standards; develops and maintains central personnel information systems; develops monitoring reports and audit standards, and conducts reviews of programs in personnel administration.

The major focus of the branch this year was preparation of material for the government negotiating team during master bargaining of the collective agreement. Other initiatives included: publication of a staffing manual; delivery of classification training; development of a new Social Program Officer Plan, implementation of a Scientific/Technical Classification Plan and the Technical Enforcement Officer Series; ongoing development of selection standards for recruitment and selection which focus on actual skill requirements for a job rather than formal educational requirements; development and implementation of a special placement program for finding alternate jobs for those employees whose positions were privatized but who chose to stay with government; and coordination of the development of Ministry Leave Management Systems.

Ministry of Government Management Services
Expenditures 1988/89

	($ 000's)		
Minister's Office			230
Administrative and Support Services			
Executive Services		867	
Administrative Services		1,600	
Financial Services		719	
Computer Systems		1,824	
Personnel Services		480	
TOTAL ADMINISTRATIVE AND SUPPORT			5,490
Provincial Secretary			
Protocol and Special Services		516	
Government House		36	
Legislative Building Operations		3,022	
TOTAL PROVINCIAL SECRETARY			3,574
Government Services			
Postal Services Expenditure	15,539		
Less Recoveries	15,539		
Net Postal Services		0	
Queen's Printer Expenditures	30,215		
Less Recoveries	30,215		
Net Queen's Printer		0	
Vehicle Management		2,056	
Air Services		21,066	
Risk Management Services		19	
TOTAL GOVERNMENT SERVICES			23,141
Government Agents			1
TOTAL VOTE			32,206
Superannuation Commission, Pension and Employee Benefits Administration			
Expenditures		6,467	
Recoveries		6,467	
Net Cost			0
Superannuation Commission, Pension and Employee Benefits Contribution			
Total Received		168,463	
Less Recoveries from Ministries		168,063	
Net Contribution			400
Purchasing Commission			4,271
B.C. Pavilion Corporation			5,588
Government Personnel Services Division			8,690
Purchasing Commission Working Capital Account			7,242
TOTAL EXPENDITURE			58,627